

**BATTLE CREEK TRANSIT LOCAL ADVISORY COUNCIL
BATTLE CREEK TRANSIT
339 W. MICHIGAN AVE
BATTLE CREEK, MICHIGAN**

**January 19, 2016
2:23 PM**

Committee Members Present: Michele McGowen, Jerry Sigourney, and Mark Woodford

Committee Members Absent: Dawn Nichols

Staff Members Present: Rich Werner, Donna Hutchison and Victoria Houser

Call to Order/Recognition of Quorum:

Michele McGowen called the meeting to order at 2:23 PM and recognized that a quorum was present.

Approval of Minutes of September 8, 2015 Meeting:

Motion: A motion was made by Mark Woodford, supported by Jerry Sigourney, to approve the September 8, 2015 meeting minutes. All yes, none opposed. Motion approved.

Communications to the Council: None

Reports from Officers: None.

General Public Comment: None.

Old Business: None.

New Business:

A. Review and Discuss FY 2017 5310 and Vehicle Accessibility Plan updates –

The Committee reviewed the applications from Marian Burch, noting their application has not changed significantly from the prior year.

The Committee reviewed the application from Community Action, noting they were not looking to obtain additional vehicles.

The Committee reviewed the application from Community Inclusive Recreation, noting they made a change in their inventory from the prior year, noting they want to replace a vehicle, and that they have changed their fare structure.

Committee members Ms. McGowen, Mr. Sigourney and Mr. Woodford, stated they were pleased with all agencies' accessibility plans as presented.

B. Review and Discuss FY2017 Transit State Vehicle Accessibility Plan

Mr. Werner discussed Transit's current fleet, including propane vehicles, noting they are all accessible.

C. Service Statistics

- I. BCT Fixed Route/Tele-Transit - discussed
- II. Specialized Service Agencies - discussed

D. BCT Updates

- I. Grants

- a. CMAQ FY 2016 – One vehicle – medium duty low floor - discussed
- b. STP FY 2013 – One van on order/voice Recording Equipment/Building Renovations - discussed
- c. Section 5339 Small Urban – Building Renovations - discussed
- d. 2014 5339 – Shelter Repairs, Building Repairs, Outdoor Security Cameras - discussed
- e. 2015 5339 – Washbay Repairs, Internal Security Cameras, IVR Software Upgrade – discussed

Announcements:

- A. Next meeting: June 14, 2016 immediately following the LCC meeting, at the Multi-purpose room at DPW.
- B. Committee member comment:
 - Mr. Werner noted Transit discontinued services twice last winter due to weather conditions.
 - Mr. Woodford stated he would like to see a policy that allows Transit to discontinue services during severe weather conditions, to provide safety for both staff and residents.
 - Mr. Werner stated Transit follows weather updates continuously, stating they drive the roads to determine if the roads are unsafe for travel, requesting the closing of transit during severe weather, stating they take the safety of the residents, their staff and the equipment seriously.
 - Mr. Woodford expressed his appreciation to Mr. Werner for his work and service to the Transit Department.
 - Ms. McGowen asked about connectivity to Kalamazoo County, stating there are several requests for people who would like to work in Fort Custer.
 - Mr. Werner stated there is an interlocal agreement with Kalamazoo County, stating residents can schedule a trip to the Kalamazoo VA, stating they receive very few requests.

Adjournment:

Chairperson McGowen adjourned the meeting at 2:45 PM.

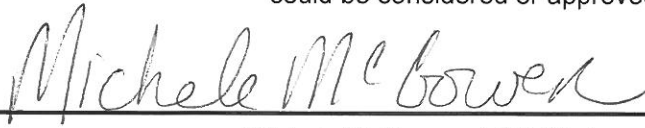
I, Victoria L. Houser, City Clerk
of the City of Battle Creek,
hereby certify

the above and foregoing is a true and accurate copy
of the minutes recorded for the January 19, 2016 meeting
of the Battle Creek Transit Local Advisory Council.

Victoria L. Houser

Victoria L. Houser – City Clerk

Please note there has not been a subsequent meeting of the Local Advisory Council where the minutes could be considered or approved.

A handwritten signature in cursive script that reads "Michele McGowen". The signature is written in dark ink and is positioned above a horizontal line.

Michele McGowen, LAC Chairperson